INDIANA COMMISSION ON PROPRIETARY EDUCATION

Board of Commissioners Meeting Memorandum

Date: February 7, 2006

From: Rebecca Carter, Director of Regulatory Compliance

Subject: NORTHWOOD UNIVERSITY - INDIANAPOLIS

NEW DEGREE APPLICATIONS

Staff Recommendation

The staff recommends that Northwood University – Indianapolis be given the authority to award the Associate of Arts degree and the Bachelor of Business Administration degree in the following programs:

AA – Healthcare Management BBA – Healthcare Management

AA – Hotel, Restaurant and Resort Management BBA – Hotel, Restaurant and Resort Management

AA – Automotive Aftermarket Management BBA – Automotive Aftermarket Management

Background Information

Northwood University is accredited by North Central Association of Colleges and Schools and this institution has been operating in Indianapolis since 1987.

All of the associate degree programs consist of 90 quarter- credit hours of training; a minimum of 50% of the courses are in the Specialty; and, the faculty meet the criteria as stipulated in 570 IAC 1-10.1-4 Associate Degree criteria.

The bachelor of business administration degree programs consist of 180 quarter-credit hours of training. All of the faculty members holds a master's degree or above.

Supportive Documentation

- 1. Degree Application
- 2. Instructor Qualification Record forms

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INDIANA COMMISSION ON PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)

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INDIANA COMMISSION ON PROPRIETARY EDUCATION

Name of Institution

Northwood University

Name of Program

Northwood University Health Care Management Program

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AA and BBA

Name of Person Preparing this Form

Stanley J. Osweiler

Telephone Number

317-841-1490

Date the Form was Prepared

January 13, 2005

I. <u>PROGRAM OBJECTIVES</u>: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Health Care Management Program represents a new major – not a new degree - for the existing North Central accredited Northwood AA and BBA degree programs in the state of Indiana. It is part of the standard Northwood accelerated program for adult learners in Indiana, and will represent an additional educational opportunity for those who wish to purse either an Associate's Degree (Major-Health Care Management) or a Bachelor's Degree (Major-Health Care Management).

As with the existing Northwood program, this new offering will be quarter-based, with four, twelve-week term starts per year (January, April, July and September). Ninety quarter credit hours are required to earn the Associate's Degree (detailed below), and one hundred and eighty quarter credit hours are required to complete the Bachelor's Degree (detailed below).

Like the existing Northwood program, all instructors in the offering are required to have secured a minimum of a Master's Degree, from a regionally-accredited college or university. Core course requirements include an especially comprehensive array of introductory and advanced professional level offerings in appropriate disciplines, including – but not limited to – Accounting, Economics, Business Law, Marketing, Management, Composition, Humanities, Finance, Communications, Government, Ethics, International Business, and an assortment of student chosen elective courses. In addition, Health Care Management degree seekers are required to complete a broad array of specialty courses, focusing on definitive aspects of the Health Care industry, including – but not limited to - Management and Administration, Organizational Issues, Economics, Legal Aspects of Health Care, Budgeting and Finance, Human Resources, Quality Management, Marketing and Health Care Management Systems.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course. NAME OF PROGRAM: Northwood University Health Care Management Program TOTAL CREDIT HOURS: AA – 90 hours BBA – 180 hours Designate: QUARTER HOURS: X or SEMESTER HOURS: TOTAL CLOCK HOURS: ____ LENGTH OF PROGRAM: 18 to 30 months, depending upon degree program and class load chosen by student. TUITION: \$190.00 Per Credit Hour ASSOCIATE'S DEGREE (AA) PROGRAM AA SPECIALTY AND GENERAL BUSINESS CORE COURSES: Credit Clock Course Course Number Title Hours Hours ACC 241 Principles of Accounting I ACC 242 Principles of Accounting II ACC 243 Principles of Accounting III ECN 221 Principles of Microeconomics Principles of Macroeconomics ECN 222 **LAW 300** Business Law I Principles of Business Management MGT 230 MIS 110 Introduction to Applications MKT 208 Principles of Marketing **HCM 101** Introduction to Health Care Management and Administration 4 **HCM 102** Organizational Behavior, Culture and Language in Health Care 4 HCM 201 Economics of Health Care Legal Aspects of Health Care Administration **HCM 202** MTH 209 Intermediate Algebra 4 SUBTOTAL ASSOCIATE'S DEGREE CREDIT HOURS 56 AA GENERAL EDUCATION AND ELECTIVE COURSES: **ENG 121** Composition I **ENG 122** Composition II **ENG 123** Composition III **HUM 322** Design Principles SPC 205 Speech Communication I **PSY 103** Personality and Adjustment PSC 201 Introduction to American Government Student-selected Electives SUBTOTAL ASSOCIATE'S DEGREE CREDIT HOURS ASSOCIATE'S DEGREE (AA) TOTAL HOURS FOR GRADUATION: Specialty and General Business Core Courses 56 General Education and Elective Courses 34 **TOTAL** Number of Credit/Clock Hrs. in Specialty Courses: 56 / Percentage: 62.2% CPE Adendary of Credit/Clock Hrs. in General Courses: 34 / Percentage: 37.7%

March 8, 2006 378 **If applicable:**

BACHELOR'S DEGREE (BBA) PROGRAM:

BBA SPECIALTY AND GENERAL BUSINESS CORE COURSES:

Course	e Course		Clock	
<u>Number</u>	<u>Title</u>	<u>Hours</u>	<u>Hours</u>	
ACC 241	Principles of Accounting I	4		
ACC 242	Principles of Accounting II	4		
ACC 243	Principles of Accounting III	4		
ECN 221	Principles of Microeconomics	4		
ECN 222	Principles of Macroeconomics	4		
LAW 300	Business Law I	<u>4</u>		
MGT 230	Principles of Business Management	4		
MIS 110	Introduction to Applications	4		
MKT 208	Principles of Marketing	4		
HCM 101	Introduction to Health Care Management and Administration	4		
HCM 102	Organizational Behavior, Culture and Language in Health Care	4		
HCM 201	Economics of Health Care	4		
HCM 202	Legal Aspects of Health Care Administration	4		
MTH 209	Intermediate Algebra	4		
FIN 301	Financial Management	4		
MGT 479	Seminar I: Current Topics in Management	4		
HCM 301	Health Care Budgeting and Financial Management	4		
HCM 303	Human Resource Management for the Health Care Industry	4		
HCM 401	Health Care Quality Management	<u>4</u>		
HCM 402	Current Topics in Health Care Management	4		
HCM 403	Marketing Management for the Health Care Industry	4		
HCM 404	Health Care Management Systems	4		
	SUBTOTAL BACHELOR'S DEGREE CREDIT HOURS	88		
BBA GENER	AL EDUCATION AND ELECTIVE COURSES:			
ENO 404	O amang a lift and I			
ENG 121	Composition I	4		
ENG 122	Composition II	4		
ENG 123	Composition III	4		
HUM 322	Design Principles	4		
SPC 205	Speech Communication	4		
PSY 103	Personality and Adjustment	4		
PSC 201	Introduction to American Government	4		
ECN 400	International Trade	4		
ENG 301	Communication and Interpersonal Relations	4		
ENG 320	Report Writing	4		
HIS 402	Contemporary World Issues	4		
MTH 333	Statistics	4		
MGT 490	Oral/Written Comprehensive Exam	4 4		
NSC 401	Environmental Science	4		
PHL 301	Business Ethics	4		
PHL 401	Philosophy of the American Enterprise System	4		
	Student-selected Electives	28		
	SUBTOTAL BACHELOR'S DEGREE CREDIT HOURS	92		
BACHELOR'	S DEGREE (BBA) TOTAL HOURS FOR GRADUATION:			
	Specialty and General Business Core Courses	88		
	General Education and Elective Courses	92		
	TOTAL	180		

Number of Credit/Clock Hrs. in Specialty Courses: 88 / Percentage: 48.9%

Number of Credit/Clock Hrs. in General Courses: 92 / Percentage: 51.1%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts Courses: Percentage:

- III. LIBRARY: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

All Indiana-based Northwood University students have full access (24/7) to the extensive specialty and general library facilities on the main campus, either in person or via the internet. The library is managed by and through a full-time staff of professionals, and a support staff of student workers.

- 2. Number of volumes of professional material:
- 3. Number of professional periodicals subscribed to:
- 4. Other library facilities in close geographical proximity for student access:

All Indiana-based Northwood University students are provided with location and hours-ofoperation information for every known campus and municipal library facility in the immediate area of his or her Northwood teaching center.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

CPE Agenda

March 8 2006 degreapp

IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor.
*Include all supporting documentation pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	26	Full-time:	Part-time:	Χ
			·	

Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

List Faculty Names	Degree or Diploma Earned	# of Years of Working Experience in the Specialty	# of Years Teaching at Your School	# at Other	Full- time	Part-time
Alsman, Cathy	M.S. Education	11	1	9	İ	X
Baker, Jerry	M.S. Ag Engnrng	27	1	27		X
Baker, William	MBA	4	2	2		X
Beeson, Howard	MBA	31	11	30		X
Brown, Kevin	MBA	3	2	0		X
Buran, Angela	MBA	4	New	0		X
Carcare., Lawrence	JD	26	3	0		X
Chay, Amanda	M.A. Counseling	6	2	0		X
Cox, Jennifer	M.S. Cmmnctns	9	1	9		X
Deemer, Rebecca	M.A. Commnetns	6	2	0		X
Downey, Sidney	MBA	30	12	25		X
Fogarty, Chad	MBA	19	3	0		X
Foulkes, Bruce	M.A. Poli Sci	8	5	8		X
Idlewine, Sherry	MBA	24	8	24		X
Jones, Don eld	M.A. Poli Sci	5	2	5		X
Mark, Earl	Ph.D. Chemistry	40	4	9	L	X
Matusiak, Matthew	PHdD. Allied Hlth	12	New	15		X
McGuire, Karen	MBA	13	1	13		X
Newton, Carissa	MBA	6	1	0		X
Painter, Michael	M.S. Education	9	2	9		X
Pitman, Timothy	MBA	4	1	4		X
Swarts, Karen	M.S. Rehab Admin	17	2	0		X
Temple, Diana	MBA	7	1	7		X
White, Larry	MBA	32	3	9		X
Williams, Rebecca	M.A. Education	33	2	4		X
Wright, J. E.	MBA	40	5	14		X

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INDIANA COMMISSION ON PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)

FEB 0.3 2006

RECEIVED

INDIANA COMMISSION ON PROPRIETARY EDUCATION

Name of Institution

Northwood University

Name of Program Northwood University Hotel, Restaurant and Resort Management Program

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AA and BBA

Name of Person Preparing this Form

Stanley J. Osweiler

Telephone Number

317-841-1490

Date the Form was Prepared

January 13, 2005

I. <u>PROGRAM OBJECTIVES</u>: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Hotel, Restaurant and Resort Management (HRRM) Program represents a new major – not a new degree - for the existing North Central accredited Northwood AA and BBA degree programs in the state of Indiana. It is part of the standard Northwood accelerated program for adult learners in Indiana, and will represent an additional educational opportunity for those who wish to purse either an Associate's Degree (Major-Hotel, Restaurant and Resort Management) or a Bachelor's Degree (Major-Hotel, Restaurant and Resort Management).

As with the existing Northwood program, this new offering will be quarter-based, with four, twelve-week term starts per year (January, April, July and September). One hundred and two quarter credit hours are required to earn the Associate's Degree (detailed below), and two hundred quarter credit hours are required to complete the Bachelor's Degree (detailed below).

Like the existing Northwood program, all instructors in the offering are required to have secured a minimum of a Master's Degree, from a regionally-accredited college or university. Core course requirements include an especially comprehensive array of introductory and advanced professional level offerings in appropriate disciplines, including – but not limited to – Accounting, Economics, Business Law, Marketing, Management, Composition, Humanities, Finance, Communications, Government, Ethics, International Business, and an assortment of student chosen elective courses. In addition, Hotel, Restaurant and Resort Management degree seekers are required to complete a broad array of specialty courses, focusing on definitive aspects of the hospitality industry, including – but not limited to - Management and Administration, Organizational Issues, Procurement, Sanitation, Nutrition, Food and Beverage Management, Economics, Legal Aspects of Hospitality, Budgeting and Finance, Human Resources, Quality Management, Marketing and Hospitality Management Systems.

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course. NAME OF PROGRAM: Northwood University Hotel, Restaurant and Resort Management Program **TOTAL CREDIT HOURS:** AA – 102 hours BBA – 200 hours **Designate: QUARTER** HOURS: X_ or SEMESTER HOURS: _____ TOTAL CLOCK HOURS: **LENGTH OF PROGRAM:** 18 to 30 months, depending upon degree program and class load chosen by student. TUITION: \$190.00 Per Credit Hour ASSOCIATE'S DEGREE (AA) PROGRAM AA SPECIALTY AND GENERAL BUSINESS CORE COURSES: Credit Clock Course Course Number Title Hours Hours ACC 241 Principles of Accounting I Principles of Accounting II ACC 242 ACC 243 Principles of Accounting III Principles of Microeconomics ECN 221 **ECN 222** Principles of Macroeconomics 4 MGT 230 Principles of Business Management 4 MIS 100 Introduction to Applications **MKT 208** Principles of Marketing PHL 110 Philosophy of American Life and Business 4 FIN 100 Reading Financial Information 2 MIS 105 Spreadsheet and Database Principles 4 **HRM 101** Introduction to Hospitality Management Food Sanitation **HRM 103** Food and Beverage Management **HRM 102 HRM 202** Procurement in the Hospitality Industry 4 HRM 201 Facilities Engineering 4 Hospitality Operations Management 4 HRM 205 **HRM 248** Nutrition 4 HRM 299 Internship 4 SUBTOTAL ASSOCIATE'S DEGREE CREDIT HOURS 72 **AA GENERAL EDUCATION AND ELECTIVE COURSES:** ENG 121 Composition I **ENG 122** Composition II 4 **ENG 123** Composition III 4 **SPC 205** Speech Communication I **PSY 110** Introduction to College Studies 1 PSC 201 Introduction to American Government MTH 209 Algebra Requirement 4 **ENG 260** Applied Communications 4 Student-selected Elective 1 SUBTOTAL ASSOCIATE'S DEGREE CREDIT HOURS 30 ASSOCIATE'S DEGREE (AA) TOTAL HOURS FOR GRADUATION: Specialty and General Business Core Courses 72 General Education and Elective Courses 30 TOTAL 102

CPE Algendaer of Credit/Clock Hrs. in Specialty Courses: 72 / Percentage: 70.6% March 8, 2006

Number of Credit/Clock Hrs. in General Courses: 30 / Percentage: 29.4%

If applicable:

MTH 333

Statistics

Number of Credit/Clock Hrs. in Liberal Arts Courses: / Percentage:

BACHELOR'S DEGREE (BBA) PROGRAM:

BBA SPECIALTY AND GENERAL BUSINESS CORE COURSES:

Course <u>Number</u>	Course <u>Title</u>	Credit <u>Hours</u>	Clock <u>Hours</u>
ACC 241	Principles of Accounting I	4	
ACC 242	Principles of Accounting II	4	
ACC 243	Principles of Accounting III	4	
ECN 221	Principles of Microeconomics	4	
ECN 222	Principles of Macroeconomics	4	
MGT 230	Principles of Business Management	4	
MIS 100	Introduction to Applications	2	
MKT 208	Principles of Marketing	4	
FIN 100	Reading Financial Information	2	
PHL 110	Philosophy of American Life and Business	4	
MIS 105	Spreadsheet and Database Principles	4	
FIN 301	Financial Management	4	
MGT 310	Human Resource Management	4	
MKT 424	Marketing Management	4	
MGT 479	Seminar I: Current Topics in Management	4	
MGT 480	Strategic Planning	4	
MGT 340	Employment Research and Planning	1	
ECN 400	International Trade	4	
ECN 401	Economics of Public Policies	4	
MKT 450	e-Commerce and Value Chain Integration	4	
MKT 423	Marketing Research	4	
HRM 101	Introduction to Hospitality Management	4	
<u>HRM 103</u>	Food Sanitation	<u>4</u>	
HRM 102	Food and Beverage Management	4	
<u>HRM 201</u>	Facilities Engineering	4	
HRM 202	Procurement in the Hospitality Industry	4	
HRM 205	Hospitality Operations Management	4	
HRM 248	Nutrition	4	
HRM 299	Internship	4	
HRM 310	Resort and Club Management	4	
<u>HRM 311</u>	Tourism Marketing and Promotion	4	
<u>HRM 301</u>	Hospitality, Restaurant and Resort Law	4	
HRM 420	Sanitation Seminar	3	
<u>HRM 411</u>	Hospitality Cases and Problems	4	
<u>HRM 412</u>	Hospitality Industry Current Issues	4	
BBA GENER	SUBTOTAL BACHELOR'S DEGREE CREDIT HOURS AL EDUCATION AND ELECTIVE COURSES:	132	
BBA CENER	AL EDOOMHON / MAD ELECTIVE COCKCES		
ENG 121	Composition I	4	
ENG 122	Composition II	4	
ENG 123	Composition III	4	
SPC 205	Speech Communication I	4	
PSY 110	Introduction to College Studies	1	
PSC 201	Introduction to American Government	4	
ENG 301	Communication and Interpersonal Relations	4	
ENG 260	Applied Communications	4	001
SOC 301	World Culture and Customs	4	CPI Marc
MTH 209	Algebra Requirement	4	ivialC

CPE Agenda March 8, 2006 385

MTH 334	Market Research Statistics	<u>4</u>
SPC 440	Employment Presentation Techniques	1
PHL 301	Business Ethics	4
 	Student-selected Electives	18
······	SUBTOTAL BACHELOR'S DEGREE CREDIT HOURS	68
BACHELOR	R'S DEGREE (BBA) TOTAL HOURS FOR GRADUATION:	
	Specialty and General Business Core Courses	132
	General Education and Elective Courses	68
	TOTAL	200

Number of Credit/Clock Hrs. in Specialty Courses: 132 / Percentage: 66.0%

Number of Credit/Clock Hrs. in General Courses: 68 / Percentage: 34.0%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts Courses: / Percentage:

- III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.
- 1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

All Indiana-based Northwood University students have full access (24/7) to the extensive specialty and general library facilities on the main campus, either in person or via the internet. The library is managed by and through a full-time staff of professionals, and a support staff of student workers.

- 2. Number of volumes of professional material:
- 3. Number of professional periodicals subscribed to:
- 4. Other library facilities in close geographical proximity for student access:

All Indiana-based Northwood University students are provided with location and hours-ofoperation information for every known campus and municipal library facility in the immediate area of his or her Northwood teaching center.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor. *Include all supporting documentation pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	26	Full-time:	Part-time:	Χ

Fill out form below:

(PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

	Degree or Diploma Earned	Experience in the	# of Years Teaching at Your School	# at Other	Full- time	Part-time
List Faculty Names		Specialty		·	ļ	
Alsman, Cathy	M.S. Education	11	- 1	9		X
Baker, Jerry	M.S. Ag Engnrng	27	1	27	ļ	Х
Baker, William	MBA	4	2	2	ļ	X
Beeson, Howard	MBA	31	11	30	<u> </u>	X
Brown, Kevin	MBA	3	2	0		X
Buran, Angela	МВА	4	New	0		X
Carcare., Lawrence	JD	26	3	0		X
Chay, Amanda	M.A. Counseling	6	2	0		X
ാox, Jennifer	M.S. Cmmnctns	9	1	9		X
ப்eemer, Rebecca	M.A. Commnetns	6	2	0		X
Downey, Sidney	MBA	30	12	25		X
Fogarty, Chad	MBA	19	3	0	I	X
Foulkes, Bruce	M.A. Poli Sci	8	5	8		X
ldlewine, Sherry	MBA	24	8	24		X
Jones, Donlad	M.A. Poli Sci	5	2	5		X
Mark, Earl	Ph.D. Chemistry	40	4	9		X
Matusiak, Matthew	PHdD. Allied HIth	12	New	15		X
McGuire, Karen	MBA	13	1	13		X
Newton, Carissa	MBA	6	1	0		X
Painter, Michael	M.S. Education	9	2	9		X
Pitman, Timothy	MBA	4	1	4		X
Swarts, Karen	M.S. Rehab Admin	17	2	0		X
Temple, Diana	MBA	7	1	7		X
White, Larry	MBA	32	3	9		X
Williams, Rebecca	M.A. Education	33	2	4		X
Wright, J. E.	MBA	40	5	14		X
			<u> </u>	<u> </u>		

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INDIANA COMMISSION ON PROPRIETARY EDUCATION

DEGREE APPLICATION

(New or Renewal program)



Name of Institution

Northwood University

Name of Program

Northwood University Automotive Aftermarket Management Program

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AA and BBA

Name of Person Preparing this Form

Stanley J. Osweiler

Telephone Number

317-841-1490

Date the Form was Prepared

January 13, 2005

I. <u>PROGRAM OBJECTIVES</u>: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Automotive Aftermarket Management Program represents a new major – not a new degree - for the existing North Central accredited Northwood AA and BBA degree programs in the state of Indiana. It is part of the standard Northwood accelerated program for adult learners in Indiana, and will represent an additional educational opportunity for those who wish to purse either an Associate's Degree (Major-Automotive Aftermarket Management) or a Bachelor's Degree (Major-Automotive Aftermarket Management).

As with the existing Northwood program, this new offering will be quarter-based, with four, twelve-week term starts per year (January, April, July and September). Ninety quarter credit hours are required to earn the Associate's Degree (detailed below), and one hundred and eighty quarter credit hours are required to complete the Bachelor's Degree (detailed below).

Like the existing Northwood program, all instructors in the offering are required to have secured a minimum of a Master's Degree, from a regionally-accredited college or university. Core course requirements include an especially comprehensive array of introductory and advanced professional level offerings in appropriate disciplines, including – but not limited to – Accounting, Economics, Business Law, Marketing, Management, Composition, Humanities, Finance, Communications, Government, Ethics, International Business, and an assortment of student chosen elective courses. In addition, Automotive Aftermarket Management degree seekers are required to complete a broad array of specialty courses, focusing on definitive aspects of the Automotive Aftermarket industry, including – but not limited to - Management and Administrative level Technical Courses, Auto Manufacturing Management, Auto Parts and Service Marketing, studies in Heavy Duty Vehicle issues, Lean Distribution, Market Research, Automotive Field Sales Management and Current Issues in the Global Aftermarket.

II, PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course. NAME OF PROGRAM: Northwood University Automotive Aftermarket Management Program TOTAL CREDIT HOURS: AA – 90 hours BBA – 180 hours Designate: QUARTER HOURS: X or SEMESTER HOURS: ____ TOTAL CLOCK HOURS: ___ LENGTH OF PROGRAM: 18 to 30 months, depending upon degree program and class load chosen by student. TUITION: \$190.00 Per Credit Hour ASSOCIATE'S DEGREE (AA) PROGRAM AA SPECIALTY AND GENERAL BUSINESS CORE COURSES: Credit Clock Course Course Number Title Hours Hours ACC 241 Principles of Accounting I ACC 242 Principles of Accounting II 4 Principles of Accounting III ACC 243 ECN 221 Principles of Microeconomics Principles of Macroeconomics **ECN 222 LAW 300** Business Law I MGT 230 Principles of Business Management MIS 110 Introduction to Applications **MKT 208** Principles of Marketing **AAM 105** Automotive Aftermarket 2 AAM 106 Automotive Technology for the Manager **HDM 105** Heavy Duty Management **HDM 106** Heavy Duty Vehicle Technology **AAM 112** Aftermarket Manufacturing Management 4 AAM 205 Aftermarket Retail/Wholesale Heavy Duty Parts and Service Marketing HDM 210 4 Aftermarket Policy and Procedures 4 AAM 212 SUBTOTAL ASSOCIATE'S DEGREE CREDIT HOURS AA GENERAL EDUCATION AND ELECTIVE COURSES: ENG 121 Composition I **ENG 122** Composition II **ENG 123** Composition III **HUM 322** Design Principles SPC 205 Speech Communication I Personality and Adjustment **PSY 103** PSC 201 Introduction to American Government Student-selected Electives SUBTOTAL ASSOCIATE'S DEGREE CREDIT HOURS 30 ASSOCIATE'S DEGREE (AA) TOTAL HOURS FOR GRADUATION: Specialty and General Business Core Courses 60 General Education and Elective Courses 30 TOTAL Number of Credit/Clock Hrs. in Specialty Courses: 60 / Percentage: 66.7% Number of Credit/Clock Hrs. in General Courses: 30 / Percentage: 33.3%

CPE Agenda March 8, 2006 390 If applicable:

BACHELOR'S DEGREE (BBA) PROGRAM:

BBA SPECIALTY AND GENERAL BUSINESS CORE COURSES:

Course <u>Number</u>	Course <u>Title</u>	Credit <u>Hours</u>	Clock <u>Hours</u>
ACC 241	Principles of Accounting I	4	
ACC 242	Principles of Accounting II	<u>.</u> 4	
ACC 243	Principles of Accounting III	4	
ECN 221	Principles of Microeconomics	4	
ECN 222	Principles of Macroeconomics	4	
LAW 300	Business Law I	4	
MGT 230	Principles of Business Management	4	
MIS 110	Introduction to Applications	4	
MKT 208	Principles of Marketing	4	
FIN 301	Financial Management	4	
MGT 310	Human Resource Management	4	
MKT 424	Marketing Management	4	
MGT 479	Seminar I: Current Topics in Management	4	
MGT 480	Strategic Planning	2 2 2 2 2	
<u>AAM 105</u>	Automotive Aftermarket	2	
<u>AAM 106</u>	Automotive Technology for the Manager	2	
HDM 105	Heavy Duty Management	2	
<u>HDM 106</u>	Heavy Duty Vehicle Technology	2	
<u>AAM 112</u>	Aftermarket Manufacturing Management	4	
AAM 205	Aftermarket Retail/Wholesale	4	
HDM 210	Heavy Duty Parts and Service Marketing	4	
AAM 212	Aftermarket Policy and Procedures	4	
MKT 335	Lean Distribution	4	
MKT 423	Marketing Research	4	
AAM 350	Supply Chain Management	4	
AAM 404	Aftermarket Field Sales Management	4	
AAM 412	Current Issues in the Global Aftermarket	4	
AAM 413	Aftermarket Management Research	4	
BBA GENER	SUBTOTAL BACHELOR'S DEGREE CREDIT HOURS AL EDUCATION AND ELECTIVE COURSES: Composition I	104 4	
ENG 122	Composition II	4	
ENG 123	Composition III	4	
HUM 322	Design Principles	4	
SPC 205	Speech Communication I	4	
PSY 103	Personality and Adjustment	4	
PSC 201	Introduction to American Government	4	
ECN 400	International Trade	4	
ENG 301	Communication and Interpersonal Relations	4	
ENG 320	Report Writing	4	
HIS 402	Contemporary World Issues	4	
MTH 333	Statistics	4	
MTH 334	Marketing Research Statistics	4	
MKT 345	Logistics	4	
NSC 401	Environmental Science	4	
PHL 301	Business Ethics	4	
PHL 401	Philosophy of the American Enterprise System	4	
	Student-selected Electives	8	CF

SUBTOTAL BACHELOR'S DEGREE CREDIT HOURS

76

BACHELOR'S DEGREE (BBA) TOTAL HOURS FOR GRADUATION:

Specialty and General Business Core Courses	104
General Education and Elective Courses	76
TOTAL	180

Number of Credit/Clock Hrs. in Specialty Courses: 104 / Percentage: 57.8%

Number of Credit/Clock Hrs. in General Courses: 76 / Percentage: 42.2%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts Courses: / Percentage:

III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.

1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

All Indiana-based Northwood University students have full access (24/7) to the extensive specialty and general library facilities on the main campus, either in person or via the internet. The library is managed by and through a full-time staff of professionals, and a support staff of student workers.

- 2. Number of volumes of professional material:
- 3. Number of professional periodicals subscribed to:
- 4. Other library facilities in close geographical proximity for student access:

All Indiana-based Northwood University students are provided with location and hours-ofoperation information for every known campus and municipal library facility in the immediate area of his or her Northwood teaching center.

If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.

IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor.

**Include all supporting documentation pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	26	Full-time:	Part-time:	X

Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

	Degree or	# of Years of	# of Years	# at	Full-	Part-time
	Diploma Earned	Working	Teaching	Other	time	
		Experience	at Your			
		in the	School			
List Faculty Names		Specialty				
Alsman, Cathy	M.S. Education	11	1	9		X
Baker, Jerry	M.S. Ag Engnrng	27	1	27		X
Baker, William	MBA	4	2	2		X
Beeson, Howard	MBA	31	11	30		X
Brown, Kevin	MBA	3	2	0		X
Buran, Angela	MBA	4	New	0		X
Carcare., Lawrence	JD	26	3	0		X
Chay, Amanda	M.A. Counseling	6	2	0		X
Cox, Jennifer	M.S. Cmmnctns	9	1	9		X
Deemer, Rebecca	M.A. Commnctns	6	2	0		X
Downey, Sidney	MBA	30	12	25		X
Fogarty, Chad	MBA	19	3	0		X
Foulkes, Bruce	M.A. Poli Sci	8	5	8		X
Idlewine, Sherry	MBA	24	8	24		X
Jones, Doney o	M.A. Poli Sci	5	2	5		X
Mark, Earl	Ph.D. Chemistry	40	4	9		X
Matusiak, Matthew	PHdD. Allied Hlth	12	New	15		X
McGuire, Karen	MBA	13	1	13		X
Newton, Carissa	MBA	6	1	0	1	X
Painter, Michael	M.S. Education	9	2	9		X
Pitman, Timothy	MBA	4	1	4		X
Swarts, Karen	M.S. Rehab Admin	17	2	0	·	X
Temple, Diana	MBA	7	1	7		X
White, Larry	MBA	32	3	9		X
Williams, Rebecca	M.A. Education	33	2	4		X
Wright, J. E.	MBA	40	5	14		X

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

NAME:	Alsman	Cath	y Jean
(Last)		(First) (Middle)
NAME OF INSTITUTION:			Northwood University
Name the Courses that You Teach in Pro		ou Teach in Program:	PSY 103 Personality and Adjustment, PSY 301

Source of Training/Education	Location	Location Area or subject of Training/Education		Period of Attendance:	
			From:	To:	
Indiana State University	Terre Haute, IN	M.S. Educational Psychology	1994	1996	
Indiana State University	Terre Haute, IN	B.S. Psychology	1992	1994	
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////	
Applicable Experience	Location	Exact Nature of	Empl	oyment	
		Experience	Pe	eriod	
			From:	To:	
Northwood University	Terre Haute, IN	Adjunct Instructor	2004	Present	
Ivy Tech State College	Terre Haute, IN	Program Chair/Human Srvcs.	1997	Present	
Southwood Health Care	Terre Haute, IN	Director Alzheimer's Unit	1997	1997	
Ivy Tech State College	Terre Haute, IN	Adjunct Instructor	1996	Present	
Miller's Merry Manor	Sullivan, IN	Director of Social Services	1994	1997	
Wabash Human Services	Sullivan, IN	Client Counselor	1993	1994	
			-		

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

NAME:	Baker	Jerr	y Lavone
	(Last)	(First) (Middle)
NAME OF INSTITUTION:			Northwood University
Name the Courses that You Tead Science		ou Teach in Program:	MTH 333 Statistics, NSC 401 Environmental
Science			

Source of Training/Education	Location	Area of subject of Period of Training/Education Attendance		
			From:	To:
Purdue University	West Lafayette, IN	M.S. Agricultural Engineering	1972	1974
Purdue University	West Lafayette, IN	B.S. Agricultural Engineering	1967	1971
			<u> </u>	
///////////////////////////////////////	 	///////////////////////////////////////	///////////////////////////////////////	/////
Applicable Experience	Location	Exact Nature of	Emplo	yment
·		Experience	Period	
			From:	To:
Northwood University	Terre Haute, IN	Adjunct Instructor	2004	Present
Ivy Tech State College	Terre Haute, IN	Adjunct Instructor	1998	Present
Indiana Air National Guard	Terre Haute, IN	Training Instructor	1995	Present
Virginia Polytechnic	Blacksburg, VA	Adjunct Instructor	1982	1983
Virginia College	Roanoke,VA	Adjunct Instructor	1984	1987
FAEC Ltd.	Floyd, VA	Systems Analyst	1985	1986
Private Consulting	Floyd, VA	Property Management	1983	1987
Virginia Polytechnic	Blacksburg, VA	Asst Prof-Ag Engineering	1978	1982

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Baker	Willian	1	L.	
	(Last)	(First)	(Middle)	
NAME OF INSTITUTION:			Northwood University		
Name the	e Courses that Y	ou Teach in Program:	ECN 221 Microeconom	ics, ENC 222	
Macroecor	nomics, MGT 310 F	luman Resource Manageme	nt, MGT 312 Applied Ma	nagement,	
MGT 480	Seminar II: Strategi	c Planning			

Source of	Location	Area of subject of	Per	iod of
Training/Education		Training/Education	Atter	idance:
			From:	To:
Indiana Wesleyan	Marion, IN	MBA	1993	1995
Indiana State University	Terre Haute, IN	B.S. Industrial Education	1975	1989
Spartan Aeronautics	Tulsa, OK	A&P FAA Certification	1981	1983
	///////////////////////////////////////			//////
Applicable Experience	Location	Exact Nature of	Empl	oyment
		Experience	Pe	eriod
			From:	To:
Northwood University	Terre Haute, IN	Adjunct Instructor	2003	Present
USAF	Terre Haute, IN	Logistics Supervisor	2001	2004
Sony	Terre Haute, IN	Marketing Manager	1989	2001
Rockwell International	Columbus, OH	Aircraft Assembly	1983	1989
				

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Beeson	Howard	l	
	(Last)	(First		(Middle)
NAME OF INSTITUTION:			Northwood University	1
Name th	e Courses that Y	ou Teach in Program:	MGT 230 Principles of	of Management, ECN 221
Microeco	nomics, ECN 222 M	acroeconomics, FIN 310 Fin	ancial Management, M	IKT 208 Principles
of Market	ing, MGT 310 Huma	an Resource Management		
			-	

Source of	Location	Area of subject of	Per	riod of	
Training/Education		Training/Education	Atte	Attendance:	
_			From:	To:	
Butler University	Indianapolis, IN	МВА	1972	1974	
Indiana University	Bloomington, IN	B.A. Business	1970	1972	
111111111111111111111111111111111111111			///////////////////////////////////////	11111111	
Applicable Experience	Location	Exact Nature of	Emp	loyment	
		Experience	P	eriod	
			From:	To:	
Northwood University	Indianapolis, IN	Adjunct Instructor	1994	Present	
Cobra Management	Indianapolis, IN	Consulting and Teaching	1978	Present	
Indiana Vo-Tech College	Indianapolis, IN	Adjunct Instructor	1975	1985	
-	1	Corporate Vice President,			
		Sales Manger, Personnel	1		
Tube Processing Corp	Indianapolis, IN	Manager, Plant Manager	1974	Present	
		·			
					

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Kevin			
(First)	(Middle)		
Northwood Uni	iversity		
ou Teach in Program: ECN 221 Micro	peconomics, ECN 222		
Macroeconomics, FIN 310 Financial Management, PHL 110 Philosophy of American Life and Business			
	(First) Northwood Un You Teach in Program: ECN 221 Micro		

Source of	Location	Area of subject of	Per	iod of
Training/Education		Training/Education	Atten	idance:
		_	From:	To:
University of Indianapolis	Indianapolis, IN	МВА	2000	2002
University of Indianapolis	Indianapolis, IN	B.A. Business Admin	1996	2000
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	<i> </i>
Applicable Experience	Location	Exact Nature of	Empl	oyment
		Experience	Pe	riod
		•	From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2003	Present
Wells Fargo	Indianapolis, IN	Credit Manager	2002	Present
		-		
	[1	

INSTRUCTOR'S QUALIFICATION RECORD

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

Angela	Jae				
(First)	(Middle)				
Northwood Univer	sity				
Teach in Program: Qualified to teach	HRM 101Intro to Hospitality Mgt,				
M 102 Food and Beverage Mgt, HRM 202 Proc	curement in Hospitality				
Industry, HRM 205 Hospitality Operations Mgt, HRM 248 Nutrition, HRM 310 Resort and Club Mgt,					
HRM 311 Tourism Mktng and Promotion, HRM 420 Sanitation Seminar, HRM 411 Cases and Problems in					
Hospitality Industry, HRM 412 Current Issues in the Hospitality Industry					
	(First) Northwood Univer Teach in Program: M 102 Food and Beverage Mgt, HRM 202 Proceedings and Mgt, HRM 248 Nutrition, HRM 310 Promotion, HRM 420 Sanitation Seminar, HRM				

			Peri	od of
Source of		Area of subject of	Atten	dance:
Training/Education	Location	Training/Education	From:	To:
Northwood University	Midland, MI	MBA	2002	2003
Northwood University	Midland, MI	BA Htl/Rst Management	1999	2002
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	1/////
			Emplo	oyment
			Pe	riod
Applicable Experience	Location	Exact Nature of Experience	From:	To:
Interstate Hotels and				
Resorts	Indianapolis, IN	Director of Sales	2005	Present
White Lodging Services	Indianapolis, IN	Food and Beverage Manager	2004	2005
	Waukegan, IL and Midland,	Training and Assistant General		
Marriott International	MI	Manager	2002	2004

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Carcare	Lawrence	e Joseph
	(Last)	(First	(Middle)
NAME O	F INSTITUTION:		Northwood University
Name the Courses that You Teach in		ou Teach in Program:	LAW 201 Business Law, PHL 301 Business Ethics
	, . <u></u>		

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance:	
_		_	From:	To:
IU School of Law	Indianapolis, IN	JD	1992	1995
University of Notre Dame	South Bend, IN	BBA - Accounting	1975	1979
]///////////	(//////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	1111111
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2002	Present
Office of Indiana Atty Gen	Indianapolis, IN	Practicing law-litigation	2002	Present
Carcare Law	Indianapolis, IN	General law practice	1999	2002
City of Indianapolis	Indianapolis, IN	Practicing law-litigation	1997	1999
Various banks/S&L's	Various	Treasurer, controller	1982	1992
Arthur Andersen & Co.	Dallas, TX	CPA	1979	1982
		·		

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Chay	Amanda	3	L.
	(Last)	(First)	(Middle)
NAME OF INSTITUTION:			Northwood Univ	ersity
Name the Courses that You Teach in Applied Psychology		ou Teach in Program:	PSY 103 Persor	nality and Adjustment, PSY 301

Source of	Location	Location Area of subject of		riod of
Training/Education		Training/Education	Atte	ndance:
•			From	To:
University of Cincinnati	Cincinnati, OH	M.A. Counseling	1997	1999
University of Indianapolis	Indianapolis, IN	B.A. Psychology	1993	1997
///////////////////////////////////////			///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Employmer	
		Experience	Period	
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2003	Present
Lifetime	Indianapolis, IN	Fitness Instructor	2003	Present
Amanda Chay Photography	Indianapolis, IN	Commercial Photography	2002	Present
Big Sisters	Indianapolis, IN	Adolescent Program Coord.	2001	2002
I.U. Child Protection		Child Abuse Program		
Program	Indianapolis, IN	Coordinator	1999	2000

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Cox	Jennife	r L
	(Last)	(First) (Middle)
NAME C	F INSTITUTION:		Northwood University
	ne Courses that Y , ENG 320 Report W	ou Teach in Program:	ENG 301 Communications and Interpersonal
Relations	, ENG 320 Report W	/riting	

Source of Training/Education	Location Area of sub ion Training/Ed		1	iod of idance:	
			From:	To:	
Indiana State University	Terre Haute, IN	M.S. Communications	1996	1998	
Indiana State University	Terre Haute, IN	B.S. Communications	1971	1994	
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////		
Applicable Experience	Location	Exact Nature of	Empl	mployment	
		Experience	Pe	eriod	
			From:	To:	
Northwood University	Indianapolis, IN	Adjunct Instructor	2004	Present	
Ivy Tech State College	Terre Haute, IN	Instructor	2003	2003	
St. Mary of the Woods Col	Terre Haute, IN	Adjunct Instructor	1998	Present	
Indiana State University	Terre Haute, IN	Adjunct Instructor	1996	Present	

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Deemer	Rebecca	а	Ann
	(Last)	(First)	(Middle)
NAME O	F INSTITUTION:		Northwood Unive	ersity
Name th	e Courses that Y	ou Teach in Program:	PSY 310 Applied	i Psychology, ENG 301
Communi	cation & Interpersor	al Relations, ENG 320 Repo	ort Writing	

Source of	Location	1		
Training/Education		Training/Education	From:	dance: To:
Ball State University	Muncie, IN	MA Communication Studies	2000	2003
University of Indianapolis	Indianapolis, IN	B.A. Psychology	1993	1997
///////////////////////////////////////	///////////////////////////////////////		///////////////////////////////////////	//////
Applicable Experience	Location	Exact Nature of	Emple	oyment
		Experience	Pe	riod
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2003	2005
		Accounting department project		
Novelty, Inc.	Greenfield, IN	manager	1998	2003
The Albany Reporter	Albany, Australia	Reporter	1999	1999

INSTRUCTOR'S QUALIFICATION RECORD

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NAME: Downey	Sidney	J
(Last)	(First)	(Middle)
NAME OF INSTITUTION:	Northwood Univ	versity
Name the Courses that You	Teach in Program: ACC 221, 222 8	& 223 Accounting I, II, & III, FIN 301
Financial Management, FIN 355	Securities I, ECN 222 Macroeconomics, E	CN 221 Microeconomics,
ECN 400 International Trade, MG	T 312 Applied Management, MGT 310 H	uman Resource Management,
MGT 230 Principles of Managem	ent, MGT 344 Production Management,	
PHL 110 Philosophy of American	Life and Business	

Source of Training/Education	,		Period of Attendance:	
			From:	To:
Indiana University	Bloomington, IN	MBA - Mgt/Admin	1972	1975
High Point College	High Point, NC	B.A. Human Relations	1967	1970
///////////////////////////////////////	///////////////////////////////////////	(//////////////////////////////////////	///////////////////////////////////////	111111
Applicable Experience	Location	Exact Nature of	1	yment
Applicable Experience	Location	Experience	I -	riod
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	1993	Present
Indiana Business College	Indianapolis, IN	Adjunct Instructor	1994	Present
Indiana Institute of				
Technology	Indianapolis, IN	Adjunct Instructor	2001	Present
Franklin College	Franklin, IN	Vice President of Finance	1988	1992
Maryville College	Maryville, TN	Vice President of Admin	1983	1988
University of Tennessee	Knoxville, TN	Fiscal Officer	1982	1983
Maryville College	Maryville, TN	Asst Prfsr of Business	1980	1982
Hope College	Holland, MI	Asst Prfsr of Econ & Business	1975	1980

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Fogarty	Chad	<u> </u>
,	(Last)	(First)	(Middle)
NAME OF	INSTITUTION:		Northwood University
Name the		ou Teach in Program:	ECN 400 International Trade, ECN 221 Principle

Source of	Location	Area of subject of	Peri	od of
Training/Education		Training/Education	Atten	dance:
_		_	From:	To:
Indiana Wesleyan	Indianapolis, IN	МВА	1988	1991
Ball State University	Muncie, IN	Marketing	1972	1976
	\ <i>\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\</i>		///////////////////////////////////////	//////
Applicable Experience	Location	Exact Nature of	Employme	
		Experience	Pe	riod
		•	From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2002	Present
Nestle Purina Petcare	Midwest	Sales Management	2003	Present
Nestle Ice Cream Company	Midwest	Sales Management	2002	2003
Nestle USA	Midwest	Sales Management	1991	2002
Carnation Company	Midwest	Sales Management	1976	1991
				-
				-

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Foulkes	Arthur	•	Elliott
	(Last)	(First)		(Middle)
NAME OF INSTITUTION:			Northwood University	
Name the	Courses that Y	ou Teach in Program:	PSC 201 Introduction	to American Government,
		d Issues, PHL 110 Philosophy	of American Life and	Business

Source of Training/Education	Location	Area of subject of Training/Education	1	od of dance:
			From:	To:
Indiana State University	Terre Haute, IN	M.A. Political Science	1993	1996
Principia College	St. Louis, MO	B.A. Communications	1985	1988
///////////////////////////////////////	\(\(\)\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	///////////////////////////////////////	///////////////////////////////////////	//////
Applicable Experience			Empl	oyment riod
		·	From:	To:
Northwood University	Terre Haute, IN	Adjunct Instructor	2000	Present
Indiana State University	Terre Haute, IN	Adjunct Instructor	2000	Present
Ivy Tech State College	Terre Haute, IN	Adjunct Instructor	1997	2000
Self-employed	Terre Haute, IN	Property Management	1992	Present
			-	

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Idlewine	Sherry			
	(Last)	(First)	(Middle)		
NAME C	F INSTITUTION:	North	nwood University		
			221 Microeconomics, ECN 222		
	Macroeconomics, PHL 110 Philosophy of American Life in Business, MKT 208 Principles of Marketing,				
			N 355 Securities, MGT 479 Seminar I:		
Current T	Current Topics in Management, PHL 301 Ethics, ENG 301 Communication and Interpersonal Relations,				
HIS 401	Contemporary World	lssues, HUM 201 General Humar	ities		

Source of Training/Education	Location	Area of subject of Training/Education		od of dance:
_			From:	To:
University of Indianapolis	Indianapolis, IN	MBA	1981	1984
University of Indianapolis	Indianapolis, IN	B.A. Bus Admin/Music	1977	1981
111111111111111111111111111111111111111	///////////////////////////////////////	///////////////////////////////////////	/ <u>////////////////////////////////////</u>	(111111
Applicable Experience	Location	Exact Nature of	Emple	oyment
		Experience	Pe	riod
		The state of the s	From:	To:
Law firm of Aline Anderson	Indianapolis, IN	Legal administration	1993	Present
Indianapolis Police Dept.	Indianapolis, IN	Trainer	1986	1996
Northwood University	Indianapolis, IN	Adjunct Instructor	1997	Present
Oakland City University	Indianapolis, IN	Adjunct Instructor	1994	Present
Bristol University	Indianapolis, IN	Adjunct Instructor	1991	1993
Lockyear College	Indianapolis, IN	Adjunct Instructor	1981	1991

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Jones	Donald	Steven
	(Last)	(First)	(Middle)
NAME OF INSTITUTION:		Northwood Univ	versity
Name the Courses that You Teach HIS 402 Contemporary World Issues		ch in Program: PSC 201 Introde	uction to American Government,

Source of Training/Education	Location	Area of subject of Training/Education		riod of ndance:
J			From:	To:
Ball State University	Muncie, IN	M.A. Political Science	1998	2001
Ball State University	Muncie, IN	B.S. Poli Sci/Criminal Just.	1990	1994
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Emp	loyment
- -		Experience	Period	
			From:	To:
Northwood University	Muncie, IN	Adjunct Instructor	2003	Present
Ivy Tech State College	Muncie, IN	Adjunct Instructor	2000	Present
Pendleton Correctional Fclty	Pendleton, IN	Officer/Counselor	1996	Present
Delaware County				
Correctional Fclty	Muncie, IN	House Arrest Officer	1994	1996
			_	
	·			

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Mark	Earl	L
•	(Last)	(First)	(Middle)
NAME OF INSTITUTION:			Northwood University
Name the Courses that You		You Teach in Program:	MTH 333 Statistics, NSC 401 Environmental Science

Source of Training/Education	Location	Area of subject of Training/Education		od of dance:
•			From:	To:
University of Idaho	Moscow, ID	Ph.D. Chemistry/Physics	1965	1969
Weber State College	Ogden, UT	B.S. Chemistry/Math	1959	1965
///////////////////////////////////////	\(\text{\tint{\text{\tint{\text{\text{\text{\text{\tint{\text{\tint{\text{\tint{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\text{\tint{\text{\tint{\text{\tint{\text{\text{\text{\text{\text{\tint{\text{\tint{\text{\tint{\text{\tint{\text{\text{\text{\text{\tint{\text{\tint{\text{\tint{\text{\text{\text{\text{\tint{\text{\tint{\tint{\tint{\tint{\tint{\tint{\tint{\tint{\tint{\tint{\tin\text{\text{\text{\text{\text{\text{\tinit{\text{\tinit}\tin{\text{\tinit{\tin\tint{\text{\text{\text{\tinit{\text{\tinit{\ti}\tint{\text{\tinit}\tint{\tint{\tin\tint{\tint{\tin\tint{\tint{\tinit{\tinit{\tin\tint{\tint{\tin\tin\tint{\tint{\tin\tint{\tin\tin\tint{\tint{\tin\tint{\tinitht{\tint{\tin\tinitht{\tint{\tin\tin\tint{\tinit{\tin\tin\tint{\tin\tinit{\tin\tin\tint{\tin\tin\tinithtin{\tin\tint{\tin\tinit{\tin\tinit{\tiin\tinit{\tin\tin\tint{\tin\tinith{\tiin\tint{\tiin\tinithtin}\tin\tint{		///////////////////////////////////////	//////
Applicable Experience	Location	Exact Nature of	Emple	oyment
		Experience	Pe	riod
		-	From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2001	Present
ITT Technical Institute	Indianapolis, IN	Adjunct Instructor	1996	Present
American Analytical Lab	Indianapolis, IN	Director of Testing Lab	1993	2000

INSTRUCTOR'S QUALIFICATION RECORD

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NAME: Matusiak	Matthew	M
(Last)	(First)	(Middle)
NAME OF INSTITUTION:	Northwood University	ersity
Name the Courses that Yo		h HCM 101 Intro to Health Care Mgt,
	avior, HCM 201 Economics of Health Care, HC	
	lgt for Health care Industry, HCM 402 Health C	
Current Topics in Health Care	Mgt, HCM 403 Marketing Mgt for Health Care	Industry, HCM 404 Health
Care Mgt Systems		

			Perio	d of
Source of		Area of subject of	Attenda	ance:
Training/Education	Location	Training/Education	From:	To:
Nova Southern University	Ft. Lauderdale, FL	Dr. of Health Science	Completed	2006
Pacific University	Honolulu, HI	PhD Allied Health	Completed	1996
Pacific University	Honolulu, Hl	MS Allied Health	Completed	1994
Indiana Wesleyan	Marion, IN	MS Management	Completed	2003
St. Joseph's College	Rensselaer, IN	BS Medical Technology	Completed	1990
///////////////////////////////////////	///////////////////////////////////////	/////////	///////////////////////////////////////	////
			Employ	/ment
			Peri	od
Applicable Experience	Location	Exact Nature of Experience	From:	To:
		Director, Public Health		
Marion County Health Dept	Indianapolis, IN	Laboratories	2001	Present
MMM Tech Consulting	Indianapolis, IN	Lab Tech Consultant	1994	2001
AccuSTAT Medical Lab	Indianapolis, IN	Microbiology Supervisor	1997	1998
Alverno Info Systems	Beech Grove, IN	Lab Info Systems Consultant	1996	1997
Nasser, Pinkerton				
Cardiology	Indianapolis, IN	Lab Manager	1993	1996
		Instructor in undergrad and		
University of Phoenix	Indianapolis, IN	graduate health care courses	Current	
Indiana Business College	Indianapolis, IN	Instructor; Medical Division	2003	2004

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NAME:	McGuire	Karen	Sue
	(Last)	(First)	(Middle)
NAME O	F INSTITUTION:	Nor	hwood University
	e Courses that You Tea Applied Management, MG	<u> </u>	Г 310 Human Resource Management, Planning

Source of Training/Education	Location	Area of subject of Training/Education		iod of dance:
			From:	To:
Indiana Wesleyan University	Marion, IN	MBA	1992	1994
St Mary of the Woods Col	Terre Haute, IN	B.A. Business Admin	1988	1992
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	111111111111111111111111111111111111111	'//////
Applicable Experience	Location	Exact Nature of	Empl	oyment
		Experience	Pe	eriod
			From:	To:
Northwood University	Terre Haute, IN	Adjunct Instructor	2004	Present
Indiana Business College	Terre Haute, IN	Instructor	1992	Present
	<u> </u>			

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NAME:	Newton	Carissa	
	(Last)	(First)	(Middle)
NAME C	F INSTITUTION:	·	Northwood University
Name the Courses that You Teach		ou Teach in Program:	MGT 310 Human Resource Management

Source of	Location	Area of subject of	Per	iod of	
Training/Education		Training/Education	Attendance:		
		_	From:	To:	
Anderson University	Anderson, IN	MBA	2001	2003	
Northwood University	Indianapolis, IN	B.B.A. Management	1999	2000	
///////////////////////////////////////	 		///////////////////////////////////////		
Applicable Experience	Location	Exact Nature of Experience	Employment Period		
			From:	To:	
Northwood University	Indianapolis, IN	Adjunct Instructor	2004	Present	
American United Life		Management/Marketing			
Insurance Company	Indianapolis, IN	Course Facilitator	1999	Present	

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Painter	Michae	1	A
	(Last)	(First)	(Middle)
NAME C	F INSTITUTION:		Northwood Universi	ty
Name th	ne Courses that `	You Teach in Program:	PSY 310 Applied Ps	sychology, HUM 201 General
Humaniti	es, PHL 110 Philose	ophy of American Life and Bu	siness	
				·
			-	

Source of	Location	Area of subject of	Per	iod of
Training/Education		Training/Education	Atter	ndance:
		_	From:	To:
Indiana University	Indianapolis, IN	M.S. Education	1971	1973
Indiana University	Indianapolis, IN	B.S. Education	1967	1971
///////////////////////////////////////	<i>\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\</i>	(1)////////////////////////////////////		(((((((
Applicable Experience	Location	Exact Nature of	Empl	oyment
		Experience	Pe	eriod
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2003	Present
Indiana Institute of Tech	Indianapolis, IN	Adjunct Instructor	2000	Present
Ivy Tech State College	Indianapolis, IN	Adjunct Instructor	1997	Present
Indiana Business College	Indianapolis, IN	Adjunct Instructor	1996	2003
		<u> </u>		

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NAME:	Pitman	Timothy	·	W
	(Last)	(First)		(Middle)
NAME O	F INSTITUTION:		Northwood University	
Name th	e Courses that \	You Teach in Program:	MGT 310 Human Resour	ce Management, MGT 312
Applied M	anagement, PHL 1	10 Philosophy of American Li	fe and Business, MGT 480	Seminar II:
		Applied Psychology		

Source of	Location	Area of subject of	Per	iod of
Training/Education		Training/Education	Atter	idance:
			From:	To:
Baker University	Topeka, KS	MBA	1998	2000
Upper Iowa University	Fayetteville, IA	B.S. Human Services	1992	1994
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Empl	oyment
		Experience	Pe	eriod
			From:	To:
Northwood University	Muncie, IN	Adjunct Instructor	2004	Present
Indiana Business College	Muncie, IN	Director of Education	2002	Present
Indiana Wesleyan Univ.	Marion, IN	Adjunct Instructor	2001	Present
National American Univ.	South Dakota	On-line Adjunct Instructor	2001	Present
Ivational American Only.	- South Dakota	Of the Adjuster metractor		. 10001.0
National American Only.	Souli Dakota	Of the Adjuster Hotelaster		. 10001.
Ivational American Univ.	Soull Dakota	Of the Adjust Holidae		. 1000

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Swarts	Karer	n		
	(Last)	(First	i) (Middle)		
NAME OF INSTITUTION:			Northwood University		
Name th	ne Courses that \	You Teach in Program:	PSY 103 Personality and Adjustment, PSY 301		
Applied P	sychology, ENG 31	0 Communication and Interpo	ersonal Relations		

Location	Area of subject of Training/Education		
	_	From:	To:
Carbondale, IL	M.S. Rehabilitation Admin	1992	1996
Bloomington, IN	B.A. Sociology	1972	1975
W. Lafayette, IN	Design/Psychology	1971	1972
///////////////////////////////////////		<i>[]]]]]]]]</i>	//////
Location	Exact Nature of	Emplo	oyment
	Experience	Pe	riod
		From:	To:
Indianapolis, IN	Adjunct Instructor	2003	Present
Indianapolis, Kokomo, Marion, IN	Rehab counselor, central office administrator and field supervisor. Includes personnel, training, budgeting and collaborative work with community agencies, educational institutions, federal/state agencies.	1988	Present
	Carbondale, IL Bloomington, IN W. Lafayette, IN ///////////////////////////////////	Carbondale, IL M.S. Rehabilitation Admin Bloomington, IN B.A. Sociology W. Lafayette, IN Design/Psychology ///////////////////////////////////	Training/Education Atten From: Carbondale, IL Bloomington, IN B.A. Sociology 1972 W. Lafayette, IN Design/Psychology 1971 Illumination Exact Nature of Experience Perfrom: Indianapolis, IN Adjunct Instructor Rehab counselor, central office administrator and field supervisor. Includes personnel, training, budgeting and collaborative work with community agencies, educational institutions,

INSTRUCTOR'S QUALIFICATION RECORD

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NAME:	Temple	Diana	· ·	Marie
	(Last)	(First))	(Middle)
NAME O	F INSTITUTION:		Northwood University	
Name th	e Courses that Y	ou Teach in Program:	ENG 121 Composition I, EN	G 122 Composition II,
		NG 301 Communications an	d Interpersonal Relations	

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance:		
3			From:	To:	
Indiana Wesleyan Univ	Marion, IN	MBA	1989	1991	
Indiana Wesleyan Univ	Marion, IN	B.S. Business	1992	1994	
///////////////////////////////////////	\ <i>\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\</i>		///////////////////////////////////////	///////	
Applicable Experience	Location	Exact Nature of Experience	Employmen Period		
)		From:	To:	
Northwood University	Indianapolis, IN	Adjunct Instructor	2004	Present	
Indiana Business College	Indianapolis, IN	Instructor	1998	Present	
Indianapolis Power & Light	Indianapolis, IN	Customer Service	1980	1998	
Edward H. Schmidt & Sons	Indianapolis, IN	Customer Service	1972	1980	
			_		
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NAME:	White	Larry		G
	(Last)	(First)		(Middle)
NAME OF	INSTITUTION:		Northwood University	
Name the	Courses that Y	ou Teach in Program:	PSC 201 Intro to Ameri	ican Government, ECN 221
Principles	of Microeconomics	, ECN 222 Principles of Macro	peconomics, MGT 312 /	Applied Management,
HIS 402 C	ontemporary World	l Issues, MGT 479 Seminar 1	: Management Topics, E	CN 400 International
Trade, MG	T 230 Principles o	f Business Management, MG	Γ 480 Seminar 2: Strate	gic Planning

Source of Training/Education	Location	Area of subject of Training/Education	I	riod of ndance: To:
Central Indiana Small			ļ	
Business Development		Certification-NX Level		
Center	Indianapolis, IN	Entrepreneurship Training	2003	2003
Indiana University	South Bend, IN	MBA - Mgt/Admin	1981	1986
Indiana University	Indianapolis, IN	B.A. Econ & Poli Sci	1969	1973

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Applicable Experience	Location	Exact Nature of	Empl	oyment
		Experience	Pe	eriod
		_	From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2002	Present
Indiana Tech	Indianapolis, IN	Adjunct Instructor	1996	Present
NX Level Instructor	Indianapolis, IN	Adjunct Instructor	2003	2000
Viking Air Tools	Mooresville, IN	National Sales Manager	1998	2000
Big Boy Products	Warsaw, IN	Marketing Director	1988	1993
Uni-Motive Chassis	Mishawaka, IN	VP Sales & Marketing	1979	1988
Accurate Products	Indianapolis, IN	National Sales Manager	1973	1979

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NAME:	Williams	Rebecc	a	G	
	(Last)	(First		(Middle)	
NAME C	F INSTITUTION:		Northwood University		
Name th	ne Courses that Y	ou Teach in Program:	ENG 320 Report Writing		_
					_

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance:		
			From:	To:	
DePauw University	Greencastle, IN	M.A. Education	1974	1977	
Indiana State University	Terre Haute, IN	B.S. Education	1961	1971	
///////////////////////////////////////	///////////////////////////////////////		///////////////////////////////////////	//////	
Applicable Experience	Location	Exact Nature of	Employment		
			Pe	Period	
			From:	To:	
Northwood University	Terre Haute, IN	Adjunct Instructor	2003	Present	
Indiana State University	Terre Haute, IN	English Instructor	2001	Present	
The Company Coffee, In.	Terre Haute, IN	Retail Management	1989	2000	
The Canister, Inc.	Terre Haute, IN	Purchasing/General Mgt.	1986	1991	
THE Corporation	Terre Haute, IN	Office Manager	1982	1986	
Vigo County School Corp	Terre Haute, IN	English Instructor	1972	1982	
			-		

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Wright	J.	E
(Last)	(First)	(Middle)
F INSTITUTION:	Northwood Univ	versity
e Courses that You		ial Management, FIN 355 Securities,
Macroeconomics, MG1	344 Froduction Wallagement, 2014 400 ii	TOTAL TOTAL
	F INSTITUTION:	(Last) (First) F INSTITUTION: Northwood Univ

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance:		
			From:	To:	
CPA License	Indianapolis, IN	CPA Training	2002	2003	
Ball Sate University	Muncie, IN	MBA - Business/Accounting	1988	1991	
Indiana University	Richmond, IN	BA - Business	1985	1988	
Tennessee Tech University	Cookeville, TN	Finance-Accounting	1962	1965	
		///////////////////////////////////////	///////////////////////////////////////		
Applicable Experience	Location	Exact Nature of	Employment		
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		Experience	Pe	Period	
		•	From:	To:	
Northwood University	Indianapolis, IN	Adjunct Instructor	2000	Present	
		Full-time Instructor - Accounting, Tax, Auditing,			
Indiana Business College	Muncie, IN	Payroll	1991	Present	